

Checklists for Schools

These checklists help monitor progress and identify areas that need attention.

Comprehensive Planning

- ☐ Our school has adopted a comprehensive policy and procedures that reflect the best practices in the field of bullying prevention and intervention. These documents are easy to find on the school website.
- ☐ The policies and procedures are given to parents and students annually.
- ☐ Our school has a team comprised of administrators, teachers, staff, students and community members with the specific charge overseeing the implementation of the bullying policy and prevention and intervention strategies.
- ☐ The team meets regularly to evaluate progress toward goals.
- ☐ Our school has collected data from a variety of sources to identify the types, frequency and location of bullying in our school.
- ☐ Our school has developed an anonymous method for students to report bullying incidents.
- ☐ Our school conducts an annual assessment of the effectiveness of the bullying prevention and intervention procedures.

Professional Development

- ☐ All of the staff have received training in bullying prevention and intervention and know what bullying is, factors that put children at risk, how to establish prevention practices in the classroom and on school property, how to intervene quickly and effectively and how to support children who have been bullied.
- ☐ The school provides regular opportunities for staff to discuss how to improve school climate and effective bullying prevention and intervention strategies.
- ☐ Teachers have established clear classroom procedures and expectations and have communicated the consequences for bullying behavior to students.
- ☐ School personnel model positive social behavior.
- ☐ Students are taught to recognize bullying and how to respond.
- ☐ The school has made a long-term commitment to bullying prevention and improving school climate and culture.

Adapted from DuPage County Best Practices in Bullying Prevention and Intervention
www.dupage.k12.il.us/main/anti-bullying/.../BestPracticesManual.pdf

School Climate and Culture

- Every student has at least one adult staff member to whom he/she feels comfortable and safe discussing personal problems and challenges and to report bullying incidents.
- Teachers work to promote conditions that foster a positive learning environment.
- Teachers model inclusive behaviors, making a special effort to reach out to those most at risk for bullying and encourage students to be inclusive of their peers.
- Our school offers a welcoming environment to students, staff, families and community members.
- Adult supervision is in place in locations around the school where bullying occurs.
- Our school has conducted a school climate assessment in the last two years.

Community and Family

- Parents receive the bullying policy and procedures each year.
- School personnel acknowledge the perspectives of families and treat families with respect.
- The school provides parent trainings during each school year on topics related to social and emotional skill development.
- The school provides bullying prevention and intervention information to parents and families every year.

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